

COUNCIL ON HUMAN RESOURCES
DHRM PDS Training Room 3
Wednesday, July 16, 2003
9:30 a.m. – 12:30 p.m.

AGENDA

- I. Compensation Issues***
- II. Discussion***
 - ***Virginia Right to Work Law (Interpretation)***
 - ***Employee Suggestion Boxes in Agencies***
 - ***Governor's Executive Agreement/Management Scorecard***
- III. Other***

COUNCIL ON HUMAN RESOURCES
Wednesday, July 16, 2003
9:30 a.m. – 12:30 p.m.

Members Present:

Deb Amatulli (representing Claudia Farr (ex-officio)	Judy Marchese
Marvin Boots	William Ross
William Coppedge	Janice Sigler
Erika Davis	Millard "Pete" Stith
Anne Howard	Michelle Wright (representing John McE. Garrett)
	Sara R. Wilson (ex-officio)

Members Absent:

Joseph Boatwright	Walter Pennington
Jane Crockett	Frank Prewoznik
Sabrina Johnson	Jasper Watts
John McE. Garrett	

Others Present:

George Gardner, DHRM, Equal Employment Services
Carol Monfalcone, DHRM, Health Benefits
Susan Luck, DHRM, Personnel Development Services
Rick Pugh, DHRM, Agency HR Services
Mike Salster, DHRM, Communications
Bob Weaver, DHRM, Agency HR Services
Roz Witherspoon, DHRM, Administration

Call To Order

The Council on Human Resources met on Wednesday, July 16, 2003 at 9:30 a.m. at the Department of Human Resource Management, PDS Training Room 3.

Addendum to Minutes of June 25th Meeting

The June 25th meeting minutes should reflect that by consensus, the Council would have no elected officers. Any member having suggested topics for agenda items would forward them to Roz Witherspoon prior to the meetings.

Compensation Issues

Rick Pugh and Bob Weaver gave an overview of Compensation Reform in state government. The overview included salary analysis, funding and methodology. Members were given handouts for review and questions were entertained. General comments from Council members concerning the compensation discussion are attached.

Virginia Right to Work Law

George Gardner presented information on the Virginia Right to Work Law. An overview of the law was distributed for members' review and information. He recommended the National Right to Work Committee website for additional information. Information was requested regarding Child Labor Laws, and Mr. Gardner agreed to fax this information.

Employee Suggestion Boxes

Discussion was held regarding employee suggestion boxes. Although this is not a requirement, many agencies have suggestion boxes for their employees.

Rick Pugh explained the Employee Suggestion Program (ESP), administered by DHRM, is a program that provides employees with an opportunity to be rewarded for innovative and creative ideas for improving state government. All full-time, part-time or wage/hourly employees are eligible to participate and submit suggestions. The rewards range from cash to days of leave. Information about the ESP can be obtained through DHRM's website address: www.dhrm.state.va.us and click on "Programs and Events."

Governors' Executive Agreement/Scorecard

Sara Wilson informed the Council that she had met with HR Directors in each secretariat to discuss the HR Management Scorecard for Workforce Planning. The objective of the Scorecard is to implement effective workforce planning using accurate and timely workforce data. HR Directors were shown the various tools available that could be used to help determine agencies' readiness in addressing HR concerns/issues regarding workforce planning. Sara further informed the Council that later in the year, individual meetings would be held with Agency Heads and their HR Directors to further discuss any issues of concern. Members were encouraged to view the Workforce Planning HR Management Scorecard at DHRM's website.

The next meeting of the Council will be Wednesday, September 17, 2003 – 9:30 a.m. – 12:30 p.m. in DHRM PDS Training Room 3. Forrest Matthews, Director of the Virginia Retirement System (VRS), will attend to discuss retirement and retiree issues. Members were encouraged to forward any other agenda items to Roz Witherspoon.

There being no further business, the meeting adjourned at 12:10 p.m.

Respectfully submitted,

Roz Witherspoon
Executive Assistant

ATTACHMENT

Human Resource Council Meeting – July 16, 2003 Compensation Reform Discussion Comments

- Employees should be viewed as investments
- The compensation plan is a good plan, but it needs to be funded
- Training is needed (should be a requirement)
- Employees should be first
- Develop a system on a cost-plus basis
- Require managers to development and review
- DHRM is applauded for passion and high morale for the vision
- Key is performance management – must be driven – tie performance to pay
- Educate and develop employees with appropriate tools to do their jobs --- let “dead wood” go
- If managers are properly trained, grievances can be better handled
- Provide legislature and governor with the right documentation
- Public employees are often unfairly chastised
- State employees are hard workers
- DHRM is promoting a good morale booster
- If people are trained, and the tools are available, this will help employees to their jobs
- Some managers supervise those with higher skills than they have; managers have no idea of how to do employees’ jobs
- Funding is bottom line - this should be of utmost importance to the General Assembly and the Governor -- This is the only way to retain qualified employees
- When employees are shown appreciation, it boosts morale
- A column on lack of funding from Jeff Shapiro is needed
- There is inconsistency in support of management
- Fringe benefits are as important as salaries
- Performance should be on an evaluating scale